**Westway Trust – Recruitment of a new Chair of Trustees**

**Invitation for expressions of interest to sit on the selection panel**

Westway Trust is currently seeking a new Chair to take the Trust into the future. The role will involve leading the Board of Trustees through a period of significant change as we make the Trust more responsive to the views and needs of the local community. The Trust is looking for a Chair who is passionate about the impact that the Trust can make, working with the local community, and has the skills to bring everyone with us on the journey of change.

**The recruitment process**

The selection panel will have the primary role of shortlisting the candidates through a scoring process. The panel will be asked to recommend three candidates for the Board to consider. The final appointment will be made by the Board.

**Purpose of selection panel**

The purpose of the selection panel will be to consider the applications from candidates for the position of Chair and score against agreed criteria, resulting in three candidates to put forward to the Board. We would expect that the scoring will be accompanied by open discussion amongst the panel to ensure that the final three is a consensus of all panel members.

**Time commitment**

The Nominations and Governance Committee of the Trust will provide the panel with all of the documentation it needs for this work. We would expect the process to take no more than three sessions in total, over a period of three weeks.

**Criteria**

We need a panel of local people. Applicants must meet the following criteria:

* Live or work in one of the 5 wards of North Kensington – St Helen’s, Golborne, Notting Dale, Colville and Dalgarno, or demonstrate a considerable interest in these wards.
* Knowledge of the Trust and its social purpose.
* A good understanding of the local area and the needs of a specific community or communities in North Kensington.
* Ability to commit to three meetings and be available to commit within the months of June and July.
* No conflict of interest over the appointment of the Chair, or you must declare a conflict of interest if candidates or potential candidates are known to you. (If you wish to discuss the meaning of a conflict of interest, please contact Martin Parker, Head of Policy, at [martin.parker@westway.org](file:///C:\Users\MBradley\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\Z0K5IZM5\martin.parker@westway.org)).

**Application form**

Please complete the application form below and return by Monday 13 May 2019 to Angela Spence at angela.spence@westway.org

Applicants will be advised of the outcome of their application by 20 May 2019.

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| **WESTWAY TRUST - RECRUITMENT OF A NEW CHAIR OF TRUSTEES**  **APPLICATION TO BE A MEMBER OF THE SELECTION PANEL** |
| **Name:** |
| **Postcode:** |
| **Email:** |
| **Phone:** |
| 1. **What is your understanding of the Trust’s purpose and what you believe it exists to do?** |
| 1. **Please tell us your thoughts on North Kensington and of communities that live in the area?** |
| 1. **Are you able to fully commit to a minimum of 3 meetings during June and July?** |
| 1. **Do you know anyone that is likely to apply to be the Chair of the Trust?** |

**Equality & Diversity**

We want to ensure we follow equality and diversity good practice and in doing so we encourage all applicants to complete our Equality & Diversity Monitoring Form to help us monitor the effectiveness of our recruitment programmes.

Our policy can be found here:

<http://www.westway.org/sites/default/files/downloads/westway_trust_equality_and_diversity_policy_2019.pdf>

Our monitoring form can be found here:

<https://www.surveymonkey.com/r/westwayrecruitment>